Office of the Director – Executive Office
Contact/Assignment List

Office of Information Technology						
Name	**Title**	**Areas Serviced**	**Major Responsibilities**	**Phone**	**Fax**	**Bldg/Rm**
Vacant	Chief Information Officer & Director, OIT	OD All NCMHD	• IT Leadership • Capital Planning & Investment Control • NIH/HHS IT committee representation • OD IT Committee support & leadership • Software licenses	402-0706	402-5383	Bldg 6011/ Rm 214
Bill Kibby	Chief Technology Officer	OD All NCMHD	• Project management with OIT Team Leaders • OIT resource allocation • HHS E-mail Consolidation Committee Member • OD Information Technology Forum Chair	496-5757	402-5383	Bldg 6011/ Rm 214
Minh Chau	IT Specialist Team Leader	Network Operations OD All NCMHD	• OD Network Operations • Task/Project Management • Computer/network support and resolution • NIH network consolidation team member	402-0258	402-5383	Bldg 6011/ Rm 214

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Name	**Title**	**Areas Serviced**	**Major Responsibilities**	**Phone**	**Fax**	**Bldg/Rm**
Marcelo Coelho	IT Specialist Team Leader	Desktop Team OD All NCMHD **Bldg 1** (Jennifer Richter & Justin Platt) **Bldg 2** (Jackson Allen) **Bldg 31** (Mike Salko, James Cleary, Tim Unglebee, Mike Perrello, & Shawn Herrington) **Exec Blvd.** (Tino Buono, Brian Rockey, & Umair Kirmani,) **Rock I & II** (John Pollock, Mike Chung, Tim Brockey, & Joel Nyoike) **I & II Demo, GDC & Fernwood** (Chip Melsh & Steve Wiltshire)	• Desktop Team leadership • Patch management • Computer system and software inventory reports • Desktop consultations • Response to calls for assistance to the NIH Director	402-6335	402-5383	Bldg 6011/ Rm 214
Antoine Jones	Information Systems Security Officer	Security Team Leader OD All NCMHD	• Information Security Program/Policy • Risk Management Program	402-2949	402-5383	Bldg 6011/ Rm 214

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Name	**Title**	**Areas Serviced**	**Major Responsibilities**	**Phone**	**Fax**	**Bldg/Rm**
Sue O'Boyle	IT Specialist Team Leader	Customer Relationship Management Team OD All NCMHD	• Contracting Officer's Technical Representative (COTR) for IT support and services contract • NIH IT Committee member • OD Information Technology Forum Co-chair • IT Consultation • *OIT News* editor	402-0688	402-5383	Bldg 6011/ Rm 214
Demond Bennett	IT Specialist	Security Team OD All NCMHD	• Privacy Impact Assessment (PIA) • Security training compliance • Privacy Information Act • Public Key Infrastructure (PKI)	451-2027	402-5383	Bldg 6011/ Rm 214
Liz Hickman	IT Specialist	Customer Relationship Management Team OD All NCMHD	• Requirements analyses • OIT Property Custodial Officer • Co-COTR for OD IT contracts	402-6334	402-5383	Bldg 6011/ Rm 214

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Robert Nielsen	IT Specialist	Network Operations Team OD All NCMHD	• Infrastructure consultation (telecom/LAN cabling & systems) • OD network infrastructure installations & upgrades • OD network connectivity	435-3019	402-5383	Bldg 6011/ Rm 214
Christina Simmons	IT Specialist	Customer Relationship Management Team OD All NCMHD	• Application requirements/needs assessment • Customer surveys • Customer complaint resolution	402-7250	402-5383	Bldg 31/ Rm 3B33
Christopher Stenger	IT Specialist	Network Operations Team OD All NCMHD	• OD e-mail support & administration • Active Directory point of contact • OD server monitoring	435-3018	402-5383	Bldg 6011/ Rm 214
Sharon Street-Goins	IT Specialist	Network Operations Team OD All NCMHD	• OD network account liaison • Network share permissions • Network backup & recovery	496-1963	402-5383	Bldg 31/ Rm 3B33

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Name	**Title**	**Areas Serviced**	**Major Responsibilities**	**Phone**	**Fax**	**Bldg/Rm**
Terry White	IT Specialist	Security Team OD All NCMHD	• Certification & Accreditation process for application systems • Security policy management & enforcement • Anti-virus protection	496-5510	402-5383	Bldg 6011/ Rm 214

★ Note: All Requests for IT assistance should be directed to the NIH Help Desk at:
     Phone: (301) 594-3278 or
     E-mail: nihhelpdesk@mail.nih.gov